

Vilas County Forestry, Recreation, & Land Committee Minutes

4 June 2014

Members Present: Steven Doyen, Chair
Rocky Caffarella, Vice Chair
Ken Anderson
Art Kunde
Willy Otterpohl
Others Present: Dale Mayo, Parks & Recreation Administrator
John Gagnon, Assistant Forest Administrator
Constance Valkenaar, Administrative Secretary
Jill Nemec, DNR Forestry Liaison
Martha Milanowski, Corporation Counsel

The meeting was called to order at 1:00 p.m. by Chairman Doyen, who advised that this was a public meeting and that notification of the meeting with the agenda was properly posted. This notification was verified by the Forestry Department Administrative Secretary.

- 1) Approval of Agenda: Motion by Anderson, seconded by Otterpohl, to approve the agenda, order at the discretion of the Chair. Motion carried unanimously.
- 2) Approval of Minutes: Anderson pointed out a correction to the 1 May 2014 minutes, item #7, action on the motion was not indicated (it was passed unanimously). Motion by Anderson, seconded by Kunde, to approve the 1 May minutes as corrected and to approve the 20 May minutes as presented. Motion carried unanimously.
- 3) Closed Session: Motion by Caffarella, seconded by Kunde, to go into closed session pursuant to §19.85(1)(c), Wis. Stats. for the purpose of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Motion carried 4-1, Anderson voting nay.
- 4) Adjourn Closed Session: Motion by Caffarella, seconded by Anderson, to adjourn closed session pursuant to §19.85(1)(c), Wis. Stats. and return to open session. Motion carried unanimously.
- 5) Action Taken Pursuant to Closed Session: Motion by Anderson, seconded by Kunde, to recommend to the Personnel Committee that John Gagnon be promoted to County Forest Administrator. Motion carried unanimously.
- 6) Fat Tire Bicycles: The Snowmobile Alliance has expressed concern about possible safety issues/trail grooming damage to snowmobile trails if fat tire bikes utilize snowmobile trails during snowmobiling season. Discussion. Committee directed that this item be placed on the July Committee meeting agenda. Corporation Counsel will work with the Department on ordinance language to address the issue.
- 7) Timber Sales Contract Activity/Forest Management: Gagnon gave his report, a copy of which is attached hereto and made a part hereof as though fully set forth.
- 8) Gravel Crushing County Forest Roads: At the 1 May 2014 meeting, a bid was received from Pitlik & Wick for gravel crushing. As the bid exceeded the amount the Department had planned to expend for that purpose, Stevens was directed to look into less costly alternatives; Stevens has since retired from County service. Gagnon reported that after checking with Pitlik & Wick and Dale Johnson Trucking, it was

determined that neither could beat that bid price. Gagnon proposed that during 2015 budget preparations, the Committee could talk about maybe adding an additional \$10,000.00 or so to the standard request of \$7,600.00 to the Forestry Budget, Forest Roads Maintenance line item (0799). There is also a non-lapsing State Road Aids account which receives an annual State payment toward the maintenance of County Forest Roads, however this funding is not sufficient to do the work. Mayo asked if the Forestry Segregated Land Account could be utilized. Discussion. Motion by Anderson, seconded by Otterpohl, to request a line item transfer in the amount of \$20,000.00 from the Segregated Land Account 250.50.51560 to Forestry line item Road Account 100.34.56103.0799 for the purpose of gravel crushing. The mechanics of doing the line item transfer were discussed, and it was decided to submit the line item request form to Finance Director for further action. Motion carried unanimously.

- 9) Knowles-Nelson Stewardship Grants: Gagnon gave the Committee a status report on the two ongoing K-N projects. The Denton Lake 40 acquisition is at the stage where the Board of Commissioners of Public Lands (BCPL) is awaiting the land patent in order to make the transfer to the County. The other planned acquisition, a subdivision parcel which would allow access to 160 acres of landlocked County Forest land, will not go through due to personal reasons on the part of the seller, Richmond. Mr. Richmond is however amenable to a possible land use agreement of some sort. Discussion. The Committee directed Gagnon to work on this possibility and keep the Committee informed of the status of both matters.
- 10) County Forest Aerial Photography: Gagnon reported that the proofs have been received and examined.
- 11) Recreational Trails Safety Committee Structure: The Snowmobile Trails Safety Committee will be re-structured to include all recreational trails. The Committee reviewed a draft revision of the Standing Rules, provided by Mayo. Discussion. Motion by Caffarella, seconded by Anderson, that these proposed Standing Rules for a Recreational Trails Safety Committee, as amended by the Committee, be presented to Legislative & Judicial Committee for their approval. Motion carried unanimously.
- 12) Trails Land Use Agreements: Mayo presented forms: "Statement to Construction Engineer" and "Donation – Waiver of Appraisal Recommendation and Approval" for Committee review. Discussion. The Committee directed that on the "Statement," Stevens' name be stricken (Stevens has retired), and in addition to the language regarding BMP's, the Department's standard contractual language be inserted with respect to liability and workers comp insurance concerns. GHT2: Mayo advised that the changes discussed at the 20 May meeting were made to the bike trail land use agreement as directed by the Committee, and the agreement is making the rounds of signatories.
- 13) Summer Help Hours: Mayo asked permission to change the Parks summer help work hours from 40 hrs/week, Monday – Friday, to 40 hrs/week, Monday – Thursday, Memorial Day through Labor Day. He advised that this will allow an earlier start to the work day, when the day use areas are less busy. Discussion. Motion by Anderson, seconded by Kunde, to allow Administrators the discretion to modify the weekly work hours of employees under their direction between Memorial Day and Labor Day, with reports to the Committee on how it's working out. Motion carried unanimously.
- 14) Commercial Mower – Parks: Mayo advised that he bid out specs for the purchase of a replacement mower for Parks. He presented the Chair with a bid from Quality Equipment Co of Woodruff. Chair asked if there was just one bid, and Mayo advised

that there could be more but that the Chair should go ahead and open the first one. This bid from Quality Equipment is in the amount of \$8,000.00 after trade-in and discount. Mayo then advised that there was another bid. According to the Specifications that Mayo sent out, the bids would be accepted until 4:00 on Monday, June 2, 2010 at the Forestry Dept. Headquarters, 2112 N. Railroad St., or by mail, 330 Court St., Eagle River. Of the two bids received, the second bid was received by Forestry from Lakeland Lawn & Equipment of Arbor Vitae on 3 June 2014. Mayo advised that the bid had been delivered mistakenly to Eagle River Public Works Department. Gagnon asked if the 2010 date on the specs made both bids late. Anderson suggested rejecting both bids and re-bidding. Mayo advised that the problem of waiting another month is that everybody has knowledge of the \$8,000.00 bid. Motion by Caffarella, seconded by Kunde, to accept the bid of Quality. Motion carried unanimously. Anderson directed that the minutes reflect that the bid was received, it was late, and it will be returned unopened.

- 15) Recreation Officer: Discussion of the Department's need for same. Sheriff's Department is working on acquiring additional officers for recreation-related law enforcement and safety enhancement. The Committee directed that Mayo may indicate to the Sheriff's Department that the Committee is interested, and for Mayo to keep the Committee informed in regard to the Department's interests in this matter.
- 16) Eagle Lake County Property: Brief discussion of possibility of developing campground on County property located at Eagle Lake or Torch Lake.
- 17) Letters & Communications: Request received from the Chain of Lakes Association for permission to install a new informational sign at the Eagle Lake boat landing. Committee directed staff to advise the Association that the Department would make an effort to accommodate their request by way of providing space on the existing informational sign board. Request for additional sign(s) denied.
- 18) Meetings/Education/Travel: Snowmobile Recreation Council meeting 9 June Wausau. Mayo advised that previous Committee had given permission for him to attend all SRC meetings. Mayo advised that as a member of the Council, the State pays his expenses except for his County wages. Training report from Communications workshop submitted by Valkenaar. Habitat Training in Oneida County on 17 June, Gagnon advises that he does not plan to attend. Training request for Valkenaar to attend Excel Basics & Beyond in Wausau on 10 & 11 July. Valkenaar has paid for the course fee and requests permission to attend on County time, and mileage reimbursement. Discussion. Motion by Anderson, seconded by Otterpohl to approve staff attendance at all the aforementioned training & meetings, including the Habitat Training if Gagnon should change his mind about attending. Motion passed, with Caffarella voting no.
- 19) Monthly Budget Summary: No problems noted.
- 20) 2015 Preliminary Budget: A very preliminary budget was requested by Finance. This was submitted, there will be revisions before the budget is in final form.
- 21) Next Meeting Date: The next regular meeting of the Forestry, Recreation & Land Committee will be 2 July 2014, 1:00 p.m. at the Courthouse Conference Rooms. The meeting was adjourned at approximately 4:45 p.m.

Minutes reflect the recorder's (Valkenaar) notations and are subject to approval by the appropriate board or committee.